

# Memorandum

**TO: RULES COMMITTEE**

**FROM: Deanna J. Santana**

**SUBJECT: COUNCIL MEETING SCHEDULE  
JANUARY - JULY 2005**

**DATE: November 8, 2004**

Approved



Date

11-9-04

## RECOMMENDATION

Approval of the City Council Meeting Schedule for the period January - July 2005 (Attachment A), and request for Council action on November 16.

## BACKGROUND AND ANALYSIS

The Mayor and the City Manager are responsible for developing the City Council Meeting Schedule. This request covers the period January - July 2005, and includes the regularly scheduled July recess.

Over the years, both Council and staff have expressed how difficult it is to prepare for Council meetings when there is a Monday holiday. For the next set of scheduled meetings, staff would like to propose cancellation of Council meetings when there is a Monday holiday. This proposal would result in the cancellation of three meetings January 18, February 22 and May 31.

If Council determines that this proposal does not suit its needs, staff will return to our current practice for the August to December 2005 meeting schedule.

## PUBLIC OUTREACH

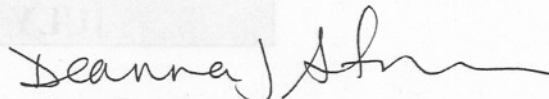
Not applicable.

## COORDINATION

This memorandum has been coordinated with the Mayor's Office and the City Clerk.

## CEQA

Not a Project.



Deanna J. Santana

Assistant to the City Manager

cc: Council Appointees  
City Departments

RULES COMMITTEE

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**CITY COUNCIL MEETING DATES**

<b>January 4, 2005 *</b>
January 11 *
<b>January 18 *</b>
January 25 *
February 1 *
February 8
February 15 *
<b>February 22</b>
March 1 *
March 8
March 15 *
March 22
March 29
April 5 *
April 12
April 19 *
April 26
May 3 *
May 10
May 17 *
May 24
<b>May 31</b>
June 7 *
June 14
June 21 *
June 28
<b>JULY RECESS</b>

**KEY:** \* 1:30 p.m. Afternoon session and 7:00 p.m. Evening Session



= Meeting Cancelled

**ATTACHMENT A**